



REPLY TO
ATTENTION OF

DEPARTMENT OF THE ARMY
US ARMY INSTALLATION MANAGEMENT COMMAND
HEADQUARTERS, UNITED STATES ARMY GARRISON, BAMBERG
UNIT 27535
APO AE 09139-7535

IMBA-PWH

31 July 2012

MEMORANDUM FOR All Directorates, Agencies, and Tenant Units

SUBJECT: Commander's Policy on Requests for Exception to Policy in Housing

1. REFERENCES:

- a. AR 420-1, Army Facilities Management, 12 Feb 08.
- b. AE Supplement 1 to AR 420-1, Army Facilities Management, 20 Nov 08.

2. PURPOSE: To establish procedures for submitting requests for exception to policy in Housing.

3. SCOPE: This policy applies to all Soldiers desiring on-post housing.

4. POLICY:

a. The Garrison's goal is to house all Soldiers in adequate quarters in a timely manner. To meet the goal, units must ensure Soldiers are given sufficient time to apply for Government-controlled housing and/or search for private rental housing.

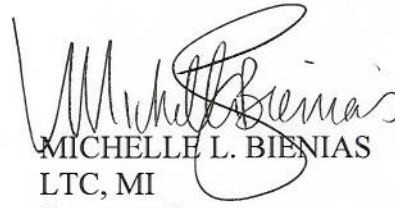
b. Housing is offered and/or assigned in accordance with applicable regulations and policies and with consideration of individual preferences whenever feasible.

c. Requests for exception to Army, IMCOM-E or local housing policies are initiated by the Soldier and submitted through his/her chain-of-command to the Housing Division. Chain-of-command endorsements shall indicate knowledge of the request, justification for exceptional treatment and any actions taken by the unit to resolve the situation. The Housing Division prepares a decision paper staffed through the DPW, CSM and DGC to the Garrison CDR.

d. Requests based on medical conditions shall be supported by a memorandum from the commander of the Bamberg Health Clinic citing short and long term benefits derived from granting the exception. Letters from attending physicians, military or civilian, are not sufficient.

e. Decisions on requests for Exceptions to Policy (ETP) are made based on the merits of the request, Army-wide consistency in dealing with personnel, and the needs of the Service.

5. POC at this Office is Mr. Terrence E. Durbin, DPW, DSN 469-1560
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Commanding